



COUNTY OF LOS ANGELES

SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS
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FOUNDER
Mrs. Sybil Brand

CHAIRPERSON
Mrs. Eleanor R. Montaña

VICE CHAIRPERSON
Mr. Frank S. Bacio

Ms. Barbara Bigby
Ms. Rita Hall
Mr. John A. Hammargren
Mrs. Anne S. Hill
Mr. Carl E. Moore

MINUTES OF THE **SYBIL BRAND COMMISSION FOR INSTITUTIONAL INSPECTIONS** **MEETING OF JANUARY 27, 2010**

CALL TO ORDER

Chairperson Montaña called the meeting to order at 10:02 a.m.

OPENING CEREMONIES

Chairperson Montaña led in the Pledge of Allegiance followed by a moment of silence.

ATTENDANCE

Present

Chairperson Eleanor R. Montaña
Vice Chairperson Frank Bacio
Barbara Bigby
Rita Hall
John Hammargren
Anne S. Hill
Carl Moore

Guest

Cassandra Youngblood, Auditor-Controller

Staff

Lee Millen
Nyla Jefferson

APPROVAL OF JANUARY 20, 2010 MEETING MINUTES

On motion of Commissioner Bigby, seconded by Vice Chairperson Bacio and unanimously carried, the minutes of the meeting of January 20, 2010 were approved with the following correction:

On page 3, Sheriff's Department, 1st paragraph, second from last sentence should read, "...deputies' lockers are ~~across the street~~ located in the old hospital."

(Commissioner Hammagren joined the meeting at 10:05 a.m.)

CHAIR'S REPORT

- The Chair read a Los Angeles Times Editorial article, *Fostering Foster Care*, (1/22/10).
- The Commission will inspect camps and large detention facilities beginning Tuesday, March 2, 2010, and the first Tuesday of each month thereafter. The Commission plans to visit the La Verne Camps on March 2nd.

TREASURER'S REPORT

Commissioner Bacio reported the current bank statement balance of the Commission's Charitable Fund is \$1, 402.93.

MEETING SCHEDULE CHANGE – FEBRUARY 10, 2010

On motion of Commissioner Hammagren, seconded by Commissioner Hill and unanimously carried, the Commission will cancel the meeting of February 10th and meet on February 11, 2010. Chairperson Montano will receive a LAPD Meritorious Award and some Commissioners would like to attend the ceremony.

Commissioner Moore provided a letter received from Captain Michael J. Rothans, Pico Rivera Sheriff's Station, and requested that staff forward it to Commander Ruiz for review.

(Commissioner Hall joined the meeting at 10:22 a.m.)

DISCUSSION AND CONSIDERATION OF THE 2010 SCHOLARSHIP APPLICATION/PROGRAM

Cassandra Youngblood, Auditor-Controller's Office, distributed a Fact Sheet on the Department of Children and Family Services' Scholarship Program. The coordinators that oversee the program are Toni Joshua and La Sonya Gibbs. Ms. Youngblood will invite one of the coordinators to attend a meeting to discuss the program. Commissioner Hill has advised that a Superintendent of Elementary Schools, a retired Principal, and a Special Education Teacher are willing to volunteer to evaluate the scholarship applications received.

On motion of Commissioner Hill, seconded by Commissioner Hammagren and unanimously carried, it was agreed to raise the scholarship total to \$300 and select four awardees. The deadline to submit applications is April 30, 2010. Commissioner Hill will revise the application forms and further discussion will ensue at the next Commission meeting.

INSPECTION REPORTS – CASSANDRA YOUNGBLOOD, AUDITOR-CONTROLLER’S OFFICE

Cassandra Youngblood reported on the Commission request to review Inspection Forms and recommended the following:

- Check to confirm that Group Home staff have current CPR and First Aid Certificates.
- Pesticides, toxins, and knives are locked separately and away from the kitchen.
- Staff can be asked if personal weapons are on the premises. If so, the weapon and bullets need to be locked and placed in separate locations.
- The pool gate should open away from the pool, close on its own and self latch; the gaps in the fences should be within legal limits.
- The evacuation plan for each home should be in place with a ladder/rope/exterior door to exit the second floor.
- Ensure the temperature of the homes is comfortable (at a minimum there should be good ventilation or a fan in each room).
- The light bulbs should be covered and of proper wattage for doing home work.

Following discussion, DCFS or Probation will be contacted to identify what the “LIC 500 on file” requirement is.

Commissioner Moore distributed a copy of the Group Homes, Group Homes for Children under Age Six, Community Treatment Facilities Self Evaluation form designed for licensees to routinely review their facilities to ensure that all licensing requirements are met.

Commissioner Hammagren requested that the suggestions provided by Commissioner Moore and Ms. Youngblood be discussed at the next Commission meeting, including a new section to document topical issues, i.e. immediate clothing provision. Commissioner Hill suggested a more user friendly form redesign. The Commission thanked Ms. Youngblood for her valuable contributions on this issue.

FACILITY/GROUP HOME INSPECTION REPORTS FROM JANUARY 21, 2010 TO JANUARY 26, 2010

Children Are Our Future – 8, #4 – Commissioners Bigby and Hill The facility was visited on January 21, 2010 for the third consecutive month and was found to be in unsatisfactory condition. **Areas of Concern:** The only repairs were the doors in bedroom 2 and 3. A Corrective Response Form was issued citing the following: The kitchen needs new oven doors and cabinet drawers. Blinds are needed in bedrooms 2 and 3. Bathroom needs new doors. All bedrooms need new dresser drawers (4). Need new computer(s). The roof needs repair; water damage was noted in the living room, front hall and kitchen. Following discussion, Cassandra Youngblood agreed to contact CCL regarding the infractions.

Norwalk Courthouse – Chairperson Montaña The facility was visited on January 21, 2010, and was found to be in satisfactory condition.

Community Youth Sports and Arts Foundation -10, #4 – Commissioners Hall and Moore The facility was visited on January 21, 2010, and was found to be in satisfactory condition.

Hillside Home for Children – 25, #1 – Commissioners Bigby and Hill The facility was visited on January 22, 2010. There was no one at home.

Dubnoff Center – 15, #4 – Commissioners Bigby and Hill The facility was visited on January 25, 2010. There was no one at home. Commissioner Bigby telephoned the owner who noted almost all repairs are completed and faxed a copy of repairs completed. A revisit is planned on February 5, 2010.

Fred Jefferson Memorial Home – 21, #2 - Commissioners Hall and Moore The facility was visited on January 25, 2010, and was found to be in satisfactory condition.

Ettie Lee Home – 18, #1 - Chairperson Montaña The facility was visited on January 25, 2010, and was found to be in satisfactory condition.

Boys Republic – 3, #2 – Vice Chairperson Bacio and Commissioner Hammagren The facility was visited on January 26, 2010 and was found to be in satisfactory condition.

Optimist Boys Home – 33, #3 - Chairperson Montaña The facility was visited on January 26, 2010, and was found to be in satisfactory condition.

DISCUSSION AND CONSIDERATION OF THE 2010 STRATEGIC PLAN

This item was continued for discussion at the February 3, 2010 meeting.

REVIEW AND DISCUSSION OF DCFS CORRESPONDENCE/AUDIT REPORTS ON GROUP HOMES

- Cunningham's Group Home Contract Compliance Monitoring Review (12/31/09)
- West Covina Group Home Program Contract Compliance Monitoring Review (12/31/09)

The above mentioned reports were distributed (copy on file).

NEW BUSINESS/ANNOUNCEMENTS

Commissioner Moore provided a December 11, 2007 letter from Captain Michael Rothans (copies distributed) citing eight jail improvements the Commission identified during their inspection of the Pico Rivera Station Jail. The Commission recommends that the indicated improvements be replicated in all Sheriff's stations. Staff will forward the letter to Commander Ruiz, LASD.

Mr. Millen, Staff, distributed Commissioners' W-2 Forms, and the Mileage Reimbursement Rate Change – January 1, 2010 submitted by the Auditor-Controller; the reimbursement rate has been reduced to \$.46.5 cents. Also, updated Inspection Sites booklets dated

January 2010, and the Detention Section of the Grand Jury's 2008-09 Final Report were distributed as requested.

Staff will obtain a copy of the Probation Department's inspection reports for the Commission's review.

PUBLIC COMMENT

There was none.

ADJOURNMENT

The meeting was adjourned at 11:45 a.m.